



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

May 1, 2009

To: All Department Heads

From: William T Fujioka
Chief Executive Officer

2009 CSAC CHALLENGE AWARDS

A call for entries has been sent out by the California State Association of Counties (CSAC) for its 2009 Challenge Awards program. The Chief Executive Office (CEO) deadline to receive entries from County departments is **Wednesday, May 27, 2009**. This year there are four categories based on population. On your entry form, please check the population category 750,001 and above. Two special awards, open to all population categories, will be presented for 1) the entry that judges find to be the most innovative, and 2) the inventive entry that shows the most potential for replication by other counties.

CSAC judges will be looking for innovative and unique programs which have been in existence for at least **one year**. County programs or projects that have previously won a Challenge Award will not be considered. Attached is a brochure with contest details.

Although some departments may already have received a direct notification letter concerning award entries, CSAC has requested that the CEO coordinate the filing of all applications for the County of Los Angeles. Therefore, I am requesting that departments submit their entries to this Office.

As in the past, the CEO will send one Los Angeles County check to cover the required \$50 filing fee per entry. All Los Angeles County entries will be submitted by this Office under one Letter of Endorsement. Although CSAC's filing deadline is June 12, 2009, my office needs time to prepare the package of entries, and obtain the check to cover the filing fee. Therefore, if you plan to submit an entry for the 2009 Challenge Awards, remember that the final **CEO deadline is Wednesday, May 27, 2009 at 5:00 p.m.** No late submissions will be accepted. Please send an **original plus three complete copies of each entry** to:

Victoria Pipkin-Lane
CEO Workplace Programs
500 West Temple Street, Room B-1
Los Angeles, CA 90012
Attention: Andrea Clark-Nicholas

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

Department Heads

May 1, 2009

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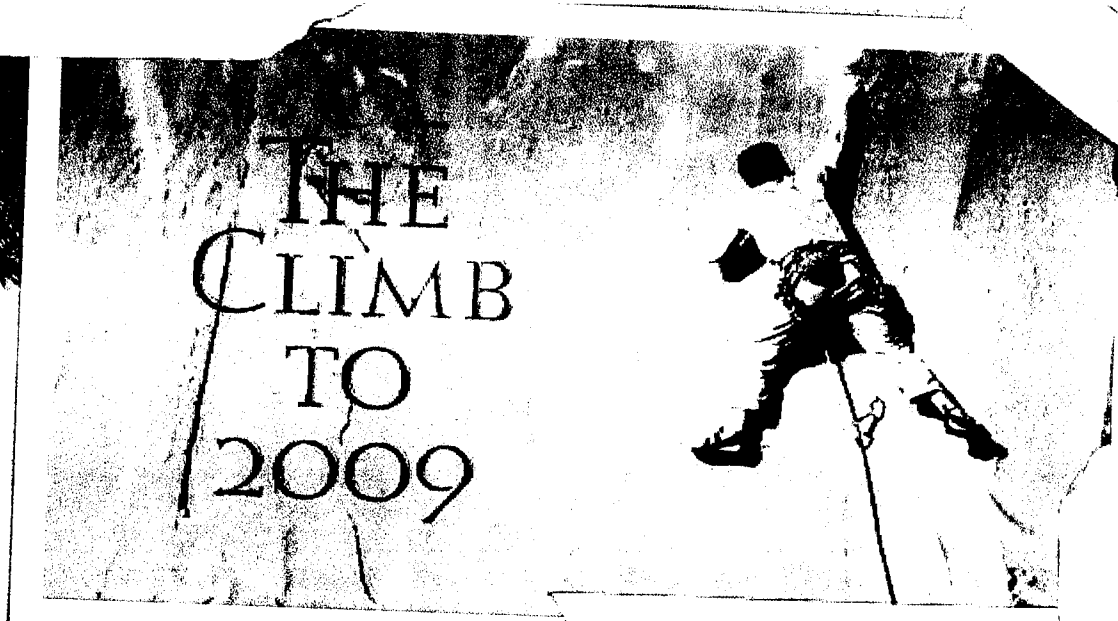
The 2009 Challenge Awards will be presented at the annual CSAC meeting, which will be held November 15 through 19, 2009 in Riverside County. If you need additional information, please contact me, or your staff may contact Ms. Pipkin-Lane at (213) 974-2495 or vpipkin@ceo.lacounty.gov.

WTF:ES:MKZ

VPL:acn

Attachment

c: Each Supervisor



THE
2009
CHALLENGE
AWARDS

CALIFORNIA
Counties



California
State
Association of
Counties

CALL FOR ENTRIES



SHARE YOUR JOURNEY WITH US

2009 CSAC Challenge Awards Call for Entries

Scale new heights with your county programs this year? The California State Association of Counties (CSAC) invites you to enter its 2009 Challenge Awards competition.

These unique awards recognize the innovative and creative spirit of California county governments as they find new and effective ways of providing programs and services to their citizens. The 2009 CSAC Challenge Awards will be awarded to individual counties either in person or through the mail, depending on the award.

Please read the following instructions and consider entering your county's programs/projects to be honored with one or more of these special awards.

ENTRY CATEGORIES

Entries will be divided into four categories based on population:

- ▶ Under 50,000
- ▶ 50,001 to 200,000
- ▶ 200,001 to 750,000
- ▶ 750,001 and above

(For a list of counties in each category, please see the box to the right.)

On your entry form, please check which population category you are entering.

Judges will be looking for programs that are innovative, unique and easily replicable. County programs or projects submitted must have been in existence for at least one year. Programs that have previously received a Challenge Award will not be considered.

CSAC will also be presenting special awards for the most innovative and for the most easily replicated, original programs. All Challenge Award entries will be considered for these awards; no special entry is needed. These awards will not be

subject to the population criteria outlined above.

ENTRY FEES

\$50.00 per entry. A check payable to CSAC Challenge Awards must accompany **EACH** entry. If entering multiple entries, a single check with a total amount (\$50.00 for each program entered) may be submitted. Credit card payments **cannot** be accepted.

Counties by Population Category

Under 50,000

Alpine
Amador
Calaveras
Colusa



SELECTION CRITERIA

A panel of county and private sector officials will evaluate the entries. In the unlikely event that a judge has a close affiliation with an entry, he or she will withdraw from judging that entry. Judges' decisions are final. The following criteria will be used to select the recipients:

- ▶ Statement of the problem and solution.
- ▶ Innovation, resourcefulness, vision, uniqueness and risk-taking.
- ▶ Replicability of the program/project.
- ▶ Cost-effectiveness of the program/project.
- ▶ Conformance to application instructions as set forth in the "Entry Instructions" in this brochure.

GENERAL INFORMATION

Two levels of awards will be presented by CSAC in each category: Challenge Award Trophies and Merit Award Certificates.

CSAC will also be presenting special awards that are open to all population categories for the entry or entries that judges find to

be the most innovative, and have the most potential for replication by other counties.

Challenge Awards will be presented in person in the recipient's county. Merit Awards will be mailed in December.

CSAC will publish a Challenge Awards Directory spotlighting all entries received. It will be distributed at the CSAC Annual Meeting and mailed to all county supervisors, administrators, department heads and entry contacts.

Award recipients will also be featured on CSAC's Web site at www.csac.counties.org, and in the Annual Meeting edition of *California Counties* magazine.

In the event that a multi-county application is honored, each county will receive an award.

All recipients will be notified by mail upon completion of judging in September.

If you have any questions, contact David Liebler, CSAC Director of Public Affairs & Member Services, at 916/327-7500, ext. 530; or email: dliebler@counties.org.

ENTRY INSTRUCTIONS

- 1. FILL OUT OFFICIAL ENTRY FORM INSIDE THIS BROCHURE.** A printable version of the entry form is also available online at www.csac.counties.org.
- 2. OBTAIN A LETTER OF AUTHORIZATION.** This is simply a letter signed by either your Board Chair or Chief Administrator authorizing the entry of the county's programs in the Challenge Awards competition. Counties may submit one (1) letter of endorsement for all entries, but please list each entry by program name in your letter of endorsement.
- 3. CONSTRUCT YOUR "EXECUTIVE SUMMARY."** This is your statement of the challenge and the solution. Your Executive Summary is a very important part of your entry. It must be **NO MORE THAN TWO 8 ½ BY 11 DOUBLE-SPACED PAGES**. Since this will be published for statewide distribution, please present the information as you would like to see it in print. CSAC reserves the right to edit this material.

Del Norte
Glenn
Inyo
Lassen
Mariposa
Modoc
Mono
Plumas
Sierra
Siskiyou
Trinity

**50,001
to 200,000**

El Dorado
Humboldt
Imperial
Kings
Lake
Madera
Mendocino
Napa
Nevada
San Benito
Shasta
Sutter
Tehama
Tuolumne
Yolo
Yuba

ORGANIZE YOUR EXECUTIVE SUMMARY AS FOLLOWS:

Overview – Provide a brief, 25-word summary of your program or project.

Problem or Challenge – Describe the problem or challenge your county faced and the process used to address this problem. Explain the unique or critical factors that led to this project.

Solution – Describe the steps taken by the county to solve the problem or overcome the challenge.

Budget/Costs/Savings – How much money was budgeted to fund the project?

- ▶ List all sources of funding for the project.
- ▶ Did the project come within/under budget?
- ▶ What costs were involved, what savings were realized?
- ▶ What is the measure of increased productivity or time saved?

Results – Describe the results of the program/project. Discuss how the program or project has positively affected the community, improved delivery of services to the public, or improved administration of a program internally.

Project or Program Contact – List the name, title, mailing address,

phone and email address of the person who can be contacted about this program.

Optional Submission – If your project involved the development of a video or CD, please enclose one copy. Videos/CDs will not be returned and become property of CSAC. Please limit supporting material – such as brochures, final reports or other information – to items that are directly relevant to this project.

MAKE CHECK(S) PAYABLE TO: CSAC CHALLENGE AWARDS. A payment of \$50.00 must accompany EACH entry.

If entering multiple entries, a single check with a total amount (\$50.00 for each program entered) may be submitted. **However, a photocopy of the check must be submitted with each entry.**

SEND IN YOUR ENTRY. You must send three (3) complete copies of each entry form and Executive Summary, along with either a check or photocopy of group payment and your letter of endorsement (*see entry form for address*).

**200,001
to 700,000**

Butte
Marin
Merced
Monterey
Placer
San Joaquin
San Luis Obispo
Santa Barbara
Santa Cruz
Solano
Sonoma
Stanislaus
Tulare

**700,001
and Above**

Alameda
Contra Costa
Fresno
Kern
Los Angeles
Orange
Riverside
Sacramento
San Bernardino
San Diego
San Francisco
San Mateo
Santa Clara
Ventura



2008 Award Recipients

California Counties Innovation Awards:

Alameda County Start With A Story

Los Angeles County Assistance to Prisoners With Child Support Orders

Merced County All Dads Matter

Challenge Awards:

With a population of 50,000 and Under:

Calaveras County Outreach, Outstation, Outstanding

With a population of 50,001 to 200,000:

Mendocino County Healthy Kids Mendocino

Nevada County Video Eligibility

With a population of 200,001 to 700,000:

Solano County First 5 Prevention Services Alleviate Budget Crisis

Tulare County Drug-Exposed Infant Program

With a population of 700,001 and Above:

Alameda County Alameda County Faith Initiative

Los Angeles County South County Crime Scene Investigation Teen Camp

Riverside County Community Impact Plans

Riverside County Open Access Health Care for Foster Children

San Diego County Rapid Response to Local Disaster

Detailed descriptions of the 2008 Challenge Awards recipients can be found on CSAC's Web site at www.csac.counties.org.



California State Association of Counties
1100 K Street, Suite 101
Sacramento, CA 95814

www.csac.counties.org

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ENTRY FORM

You may type this information on a separate sheet and submit as Page 1 of your entry:

Population Category

☐ Under 50,000

☐ 200,001 to 750,000

☐ 50,001 to 200,000

☐ 750,001 and above

County(ies) Name(s)

Contact Name and Title

Mailing Address

City

State

Zip Code

Phone

Ext.

Email

Title of this entry (to be used on award – SEVEN words maximum)

Remember to include the following for each entry:

- ▶ Completed entry form
- ▶ 2-page executive summary
- ▶ Copy of endorsement letter authorizing entry. *One letter may be used for multiple entries, but please include a copy for each entry.*
- ▶ Enclose payment of **\$50.00 for each entry.** One check may be used for multiple entries.

Checks should be made payable to:

CSAC Challenge Awards.

Mail or deliver all of the above to:

CSAC Challenge Awards
1100 K Street, Suite 101
Sacramento, CA 95814